

A Guide to BUYING Federal Real Estate



Front Cover

Building: Deadwood Dwellings

Location: Deadwood, SD Estimated Acres: 0.326 Acres

Sales Method: Online Auction (2007)

Inside Front:

Building: Mystic River Station **Location:** Rapid City, SD

Estimated Acres: 8.25 Acres

Sales Method: Online Auction (2007)

Back Cover:

Building: Naval Medical Center – Oak Knoll

Location: Oakland, CA
Estimated Acres: 167 Acres

Sales Method: Online Auction (2005)









From Left to Right

Building: Isabella Ranger Administrative Site

Location: Isabella, MN Estimated Acres: 2.5 Acres

Sales Method: Online Auction (2006)

Building: Hungry Horse Ranger Station

Location: Hungry Horse, MT Estimated Acres: 37.232 Acres

Sales Method: Online Auction (2005)

Building: Carlsbad Federal Building

Location: Carlsbad, NM Estimated Acres: 0.69 Acres

Sales Method: Online Auction (2006)

Overview

The mission of the General Services Administration (GSA) is to help federal agencies better serve the public by offering, at best value, superior workplaces, expert solutions, acquisition services, and management policies. GSA consists of the Federal Acquisition Service (FAS), the Public Buildings Service (PBS), and various other business lines dedicated to serving the needs of our customers.

PBS serves as the Federal Government's builder, developer, lessor, and manager of governmentowned and leased properties. PBS is the largest and most diversified real estate organization in the world.

The PBS Office of Real Property Disposal is responsible for managing the utilization and disposal of Federal excess and surplus real property government-wide.

Surplus Federal properties that are not conveyed to state/local governments and other eligible

recipients are sold to the public through a competitive bidding process.

How do I find and buy Federal real estate?

There are three easy steps to finding and buying surplus Federal real estate through GSA's Office of Real Property Disposal. As in any real estate transaction, bidders participate in an open, competitive market for the best purchase price.

Step 1 -Find Available Real Estate

Property Disposal Websites

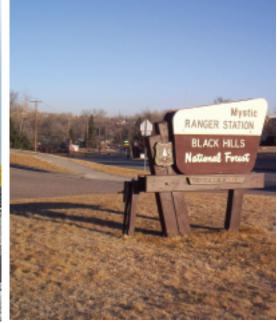
GSA publishes current and upcoming public sales information on its FREE website:

www.propertydisposal.gsa.gov. The website features a US map which allows users to search for properties by state and type. Additional federal properties can also be found at

www.govsales.gov -- the official site to buy U.S. government property from various Federal agencies.







From Left to Right

Building: Middle River Station

Location: Baltimore, MD
Estimated Acres: 50 Acres

Sales Method (Year): Online Auction (2006)

Building: Federal Building, 517 Gold **Location:** Albuquerque, New Mexico

Estimated Acres: 1 Acre

Sales Method (Year): Sealed Bid (2007)

Building: Mystic River Station **Location:** Rapid City, SD **Estimated Acres:** 8.25 Acres

Sales Method: Online Auction (2007)

Regional Offices

If you do not have access to the internet, the regional GSA office responsible for available property in your state can provide additional information. Contact information for each regional office is available on the inside back cover of this brochure.

Mass Media

GSA publicizes many of our public sales through advertisements and announcements in local and national newspapers, trade publications, and on radio and television.

Step 2 – Obtain an Invitation for Bid

GSA provides all the information necessary to bid on a particular property in the Invitation for Bid (IFB) package. You can obtain an IFB for a specific property from

https://www.propertydisposal.gsa.gov or by calling the applicable GSA regional office.

IFB packages generally include the following information:

- location of the property
- · property description
- maps
- pictures
- zoning and land use regulations
- · environmental conditions
- general terms of the sale
- directions to the property
- · Inspection guidelines

Other important information in the IFB includes official bid forms, instructions on the bidding process (not all properties are sold in the same manner), and the contact information for the GSA Project Manager responsible for the sale. If you have specific questions not addressed in the IFB, contact the assigned GSA Project Manager.

YOU MUST HAVE AN IFB TO BID ON A PROPERTY!







From Left to Right

Building: Thaddeus J. Dulski Federal Building

Location: Buffalo, NY Estimated Acres: 1.5 Acres

Sales Method (Year): Online Auction (2006)

Building: Naval Medical Center-Oak Knoll

Location: Oakland, CA

Estimated Acres: 167 Acres

Sales Method (Year): Online Auction (2005)

Building: Union Station Air Rights

Location: Washington, DC

Estimated Acres: 14.96 Acres of air rights Sales Method (Year): Sealed Bid (2005)

Step 3 -Bid on Real Estate

GSA has three commonly used methods for conducting public sales of surplus Federal real property (online auction, public auction, and sealed bid). In each, if the highest bid is acceptable and represents the fair market value of the property, an award is usually made. GSA reserves the right to act in the Government's best interest when reviewing all bids. Therefore, the highest bid may not always be accepted.

Online Auction

Properties available via online auction are advertised on the internet at www.auctionrp.com and www.govsales.gov. An online auction allows the bidder to conduct all bidding activities, including submitting the bid deposit and increasing bids, online. Bidders bid against each other on the website until a designated date. The highest bidder is declared once the auction officially closes.

Public Auction

Public auctions are conducted in a conventional "live outcry" auction setting with an auctioneer at a specific date and time. Bidders register, submit the bid deposit, and bid openly against each other until the highest bidder is declared.

Sealed Bid

Bidders mail in bids and bid deposits to the specified GSA regional office prior to the designated bid opening date and time. All bids are publicly opened on the bid opening date. After the public opening, no bids may be modified. The highest bidder is declared shortly after the auction officially closes.

The IFB package distributed for a particular property will indicate all bidding procedures and any special conditions that apply regarding the sale of the property. Bidders should carefully inspect the property being offered for sale prior to bidding. Properties are sold on an "as is, where is" basis. All bids are final once submitted.

General Bidding Guidelines

Financing

Bids to purchase must be on an ALL CASH basis. Government credit terms are not available and GSA does not offer financing. Buyers are expected to arrange their own financing and to pay the balance in full by the closing date. After the date of acceptance, there is generally a 30- to 60-day period in which to send the final payment to close the sale.

Bid Deposit

An initial bid deposit is required to bid on a property. After acceptance of an offer, an additional deposit (usually equaling 10% of the sale price) may be required. The additional deposit may also be a fixed dollar amount rather than a percentage of the sale price. For those who are not the winning bidder, GSA will return deposits as soon as possible after the auction has ended. Bidders should refer to the IFB for specific terms and conditions.

Initial Bids

A minimum opening bid is usually suggested.

Details about submitting an initial bid and additional bid increments can be found in the IFB package.

Selling Price

GSA strives to get the best value for the government by selling properties at fair market value. GSA does not sell federal real estate at discounted prices to the general public.

Important Websites

For additional information about the General Services Administration (GSA) log onto:

www.gsa.gov

For additional information about the Office of Real Property Disposal log onto:

https://propertydisposal.gsa.gov/ Property/About/

To search for real property available for sale by the GSA log onto:

www.propertydisposal.gsa.gov

To access our online auction site log onto:

www.auctionrp.com

To search for additional Federal real property and personal property (e.g., furniture, equipment, autos) log onto: www.GovSales.gov

For additional information about acquiring Federal real estate for public uses log onto:

www.propertydisposal.gsa.gov/resourcecenter/

Office of Real Property Disposal Publications

For information about purchasing surplus federal real property:

A Guide to Buying Federal Real Estate

For information about real property available for sale by the GSA:

Real Estate Sales List

For information about acquiring Federal real estate for public uses:

Acquiring Federal Real Estate for Public Uses

For information about environmental issues that affect the real property disposal process:

Environmental Framework for Real Property

Disposal

For information about the community benefits of federal real property reuse:

Measuring the Benefit of Federal Real Property Reuse

For information about GovSales.gov:

GovSales.gov: The Official Site to Buy US Government Property

For information about the Value Added Services program:

FASRP

To Obtain Any of the Above Publications, Please Write to:

Office of Real Property Disposal General Services Administration 1800 F Street, NW Washington, DC 20405

GSA Real Property Disposal Zones

New England Region

General Services Administration Office of Real Property Disposal (1PR) 10 Causeway Street

Boston, MA 02222

Telephone: 617-565-5700 • Fax: 617-565-5720

Southeast Sunbelt Region

General Services Administration
Office of Real Property Disposal (4PR)
401 West Peachtree Street
Atlanta, GA 30365

Telephone: 404-331-5133 • Fax: 404-331-2727

Great Lakes Region

General Services Administration
Office of Real Property Disposal (1PRM-5)
230 South Dearborn Street
Chicago, IL 60604

Telephone: 312-353-6045 • Fax: 312-886-9480

Greater Southwest Region

General Services Administration
Office of Real Property Disposal (7PR)
819Taylor Street
FortWorth, TX 76102
Telephone: 817-978-2331 • Fax: 817-978-2063

Pacific Rim Region

General Services Administration
Office of Real Property Disposal (9PR)
450 Golden Gate Avenue
San Francisco, CA 94102
Telephone: 888-472-5263 • Fax: 415-522-3213

Northwest Artic Region

General Services Administration
Office of Real Property Disposal (9PRF-10)
400 15th Street, SW
Auburn, WA 98001
Telephone: 253-931-7547 • Fax:253-931-7554

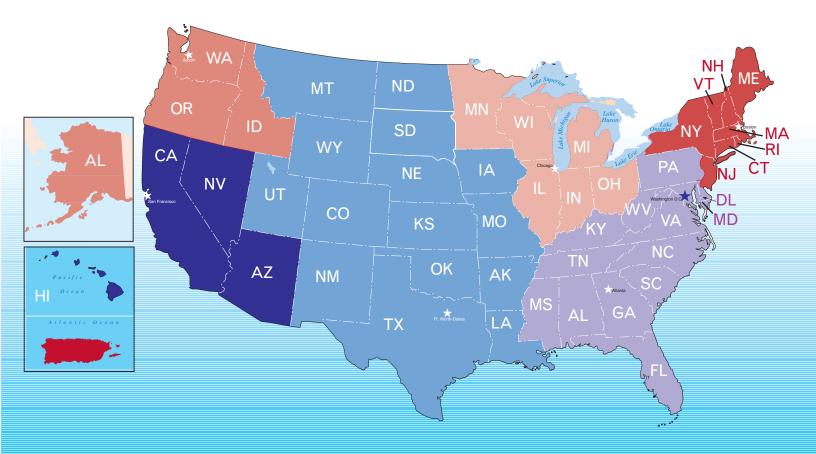
National Capital Region

General Services Administration
Office of Real Property Disposal
7th & D Street, SW
Washington, DC 20407
Telephone 200 205 2127 a Fav: 200 205

Telephone: 202-205-2127 • Fax: 202-205-5295

★ Central Office

General Services Administration
Office of Real Property Disposal
1800 F Street, NW
Washington, DC 20405
Telephone: 202-501-0084 • Fax: 202-501-2520





Office of Real Property Disposal

Office of Real Property Asset Management

Public Buildings Service U.S. General Services Administration 1800 F Street, NW Washington, DC 20405 www.gsa.gov

09/2007

